



www.ci.cannon-falls.mn.us

CABLE COMMISSION AGENDA

Wednesday, December 12, 2012

5:30 P.M.

- 1. CALL TO ORDER**
- 2. ROLL CALL:** Brintnall, Gesme, Hammes, Mattson, Schluter
- 3. BUSINESS**
 - A. Meeting Minutes for October 10, 2012
 - B. Review Audit Results and Consider Additional Proposal
- 4. DISCUSSION**
 - A. Finance Update
 - B. MACTA Conference Summary
 - C. Coordinator's Report
- 5. ADJOURN**

The Cannon Falls Cable Commission met in a regular session on Wednesday, October 10, 2012 at 5:30 p.m. at City Hall. Present were Commission members Brintnall, Hammes, Mattson, Schluter, and Gesme.

| | |
|---|---|
| Call to Order | The meeting was called to order at 5:30 p.m. |
| Minutes | Motion by Hammes, seconded by Schluter to approve the September minutes as presented. All aye. |
| Review Proposal for Franchise Audit | <p>The commission reviewed a proposal from Lewis and Associates for an audit of payments by Mediacom as they relate to the terms of the franchise agreement. The period under review would be 2007-2009. The firm is recommended by the attorney representing the city for the franchise renewal. Gesme reported after talking to the firm, the contract can be considered a fixed bid. There is some concern the amount of underpayment may not cover the costs of this audit. At the same time, the result of the audit in any amount would be helpful information when drafting the terms of the new agreement. Motion by Brintnall, seconded by Hammes to approve the contract for the franchise audit. All aye.</p> |
| Finance Update | The commission briefly reviewed the revenue and expense reports for the September accounting period with no major expenses.s |
| Coordinator's Report | <p>Gesme reported the problems with the live feed at John Burch Park has been restored by the cable company, and home football games are now live. There has been positive feedback on football broadcasts.</p> <p>Recent programming has included the day of County meetings held in the council chambers, as well as the visit by the Minnesota Department of Health Commissioner. A forum of local candidates in the upcoming election has also aired.</p> <p>Upcoming events include the annual meeting of the Historical Society, more football, and a new program from the producers of Vets Visits on TV called Veterans Update. Programs have also been submitted by the access channel in Hastings featuring local events of interest and programs for children.</p> <p>Gesme reported the city is transitioning to a new internet provider, which will greatly expand bandwidth available for live streaming meetings, as well as uploading content to the web.</p> |
| Adjournment | With no further business to discuss, the meeting was adjourned. |

12/07/12
14:02:50

CITY OF CANNON FALLS, MN
Revenue Budget vs. Actual Query
For the Accounting Period: 11 / 12

Page: 1 of 1
Report ID: B110A

Funds 220- 220

% of Revenue

| Fund | Account | Current Month | Received YTD | Estimated Revenue | Revenue To Be Received | Received % |
|----------------------------------|-------------------------------|---------------|--------------|-------------------|------------------------|------------|
| 220 CABLE PUBLIC TELEVISION FUND | | | | | | |
| 318100 | FRANCHISE FEES-TAXES | 0.00 | 21,351.87 | 25,000.00 | 3,648.13 | 85 % |
| 321510 | FRANCHISE ACCESS FEES | 742.50 | 8,398.75 | 10,000.00 | 1,601.25 | 84 % |
| 341500 | SALE OF MAPS AND PUBLICATIONS | 0.00 | 476.75 | 0.00 | -476.75 | ** % |
| 369000 | OTHER MISC REVENUE | 0.00 | 128.00 | 0.00 | -128.00 | ** % |
| | Fund Total: | 742.50 | 30,355.37 | 35,000.00 | 4,644.63 | 87 % |
| | Grand Total: | 742.50 | 30,355.37 | 35,000.00 | 4,644.63 | 87 % |

12/07/12
14:03:29

CITY OF CANNON FALLS, MN
Expenditure Budget vs. Actual Query
For the Accounting Period: 11 / 12

Page: 1 of 1
Report ID: B100A

Funds 220- 220

| Account | Object | Committed Current Month | Committed YTD | Original Appropriation | Current Appropriation | Available Appropriation | % Comm. |
|----------------------------------|------------------------------|----------------------------|------------------|---------------------------|--------------------------|----------------------------|------------|
| 220 CABLE PUBLIC TELEVISION FUND | | | | | | | |
| 492500 CABLE/PUBLIC TELEVISION | | | | | | | |
| 1030 | PART TIME WAGES | 185.84 | 641.89 | 3,200.00 | 3,200.00 | 2,558.11 | 20 % |
| 1210 | PERA | 0.00 | 0.00 | 250.00 | 250.00 | 250.00 | 0 % |
| 1220 | PICA | 14.21 | 59.90 | 250.00 | 250.00 | 190.10 | 24 % |
| 1510 | WORKMANS COMPENSATION | 0.00 | 9.00 | 100.00 | 100.00 | 91.00 | 9 % |
| 2010 | OFFICE SUPPLIES | 0.00 | 0.00 | 400.00 | 400.00 | 400.00 | 0 % |
| 2210 | EQUIPMENT PARTS | 0.00 | 624.84 | 0.00 | 0.00 | -624.84 | *** % |
| 2230 | BUILDING REPAIR AND SUPPLIES | 0.00 | 61.37 | 0.00 | 0.00 | -61.37 | *** % |
| 3090 | DATA PROCESSING | 0.00 | 23.90 | 0.00 | 0.00 | -23.90 | *** % |
| 3310 | TRAVEL & TRAINING | 49.40 | 369.40 | 0.00 | 0.00 | -369.40 | *** % |
| 4330 | DUES AND SUBSCRIPTIONS | 40.65 | 148.53 | 0.00 | 0.00 | -148.53 | *** % |
| 4390 | OTHER CHARGES | 4,340.00 | 5,608.68 | 4,000.00 | 4,000.00 | -1,608.68 | 140 % |
| 5800 | EQUIPMENT | 0.00 | 6,046.95 | 10,000.00 | 10,000.00 | 3,953.05 | 60 % |
| 7200 | TRANSFERS | 0.00 | 0.00 | 30,000.00 | 30,000.00 | 30,000.00 | 0 % |
| Account Total: | | 4,630.10 | 13,594.46 | 48,200.00 | 48,200.00 | 34,605.54 | 28 % |
| Fund Total: | | 4,630.10 | 13,594.46 | 48,200.00 | 48,200.00 | 34,605.54 | 28 % |
| Grand Total: | | 4,630.10 | 13,594.46 | 48,200.00 | 48,200.00 | 34,605.54 | 28 % |